

# HOUSING QUALITY STANDARDS

## Commonly Missed Items

This form is a courtesy to owners and residents for use in preparing for initial or yearly inspections. Please note that all utilities (water, gas and electric) must be operating at the time of the inspection.

**The following list will help identify the most common items that arise during inspections.** Please correct any deficiencies prior to the inspection date. **There may be additional considerations at the time of inspection.**

Thank you for your attention.

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| 1. The unit must be clean  | 14. No torn carpet or linoleum that can be a hazard  |
| 2. Exterior yards must be groomed and free of trash and obstacles  | 15. All plumbing must work properly, no dripping faucets   |
| 3. If resident occupies unit—good housekeeping is required   | 16. Must have a rail for four steps or more  |
| 4. No holes in walls or ceilings   | 17. Must have working fan in enclosed bathroom (exhaust fan must be plugged in)  |
| 5. No cracked or broken windows  | 18. Must have working cooling system heater (no matter what season it is) garage door must open and close properly   |
| 6. No peeling paint on exterior OR interior of unit  | 19. Owner CANNOT store personal items in resident's garage or storage place  |
| 7. Must have working stove and refrigerator (all burners on stove must work properly). Above appliances must be installed by owner or resident | 20. In garage- -no loose wiring OR exposed wiring (must be covered by conduit covering)  |
| 8. Exhaust fan is required for GAS stoves (gravity vent is permissible)  | 21. All hardware must be in place and working —i.e. door knobs, cabinet drawer handles, closet rods, toilet dispenser rods, fixture covers, switch plates and stove knobs in place |
| 9. All outlets must have plate covers  | 22. All outlets in wet areas must have three-pronged, grounded outlets (in kitchen, bathroom, utility rooms, etc.) or GFCI plug  |
| 10. Hot water heater must have pop-off valve and discharge line  |  |
| 11. Must have an OPERATING smoke alarm (chirping noise means weak battery)   |  |
| 12. Locks on all windows   |  |
| 13. No chipped porcelain (exposed black spots) on kitchen sink, bath basin or tub  |  |

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### ATTENTION!

The lease will be made effective the day of the inspection **IF** the unit passes. If unit fails the inspection, **the LEASE WILL NOT BE BACKDATED**. The effective date will be the day that all repairs are completed. The resident is responsible for the full contract rent until the unit passes inspection.

Residents who are new to the program: The lease will be made effective the day of the inspection **IF** the unit passes. If it fails, the effective date will be the day all repairs are completed. The resident is responsible for the full contract rent until the unit passes inspection.